



Alabama

Board for Registration of Architects

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Board Offices
Montgomery

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District Nominations
Birmingham and
Montgomery

BOARD MEMBERS:

Edward L. Faddis
Marzette Fisher
Everett Hatcher
William W. Herrin, Jr.
Renis O. Jones, Jr.
Frank E. Litchfield, III

STAFF:

Cindy Gainey, Admin.
Janet Wells, Assistant

FALL 2002 NEWSLETTER

BOARD DONATIONS PROVIDE CONTINUING EDUCATION FOR REGISTRANTS

Last fall, the Board provided grants to both schools of architecture within the state, provided that the money be used to advance knowledge in the area of health, safety, and welfare education for students and/or practitioners. Both Auburn and Tuskegee answered the call and offered seminars available to practicing architects, intern architects, and students.

The Board members voted at their July 2002 meeting to renew grants to the schools this year. As required last year, each dean or department head must apply for the grant and outline the school's plan for usage of it. Upon approval by the Board, the donation will be made.

The Board is pleased to consider a total of \$30,000 this year toward this effort. However, the Board's ability to offer grants is evaluated annually and is not considered a regular occurrence.

COMING TO YOUR MAILBOX...

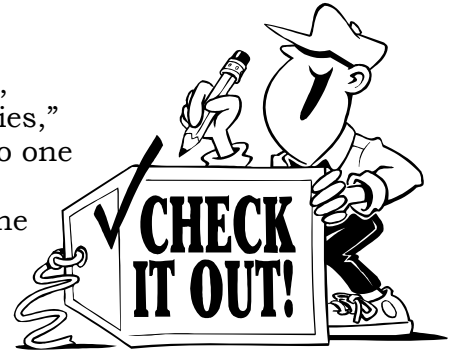
Renewal notices were mailed in mid-August. If you haven't received yours, contact the Board office as soon as possible to avoid late penalties.

The updated "Red Book" containing the Board's statutes, rules and regulations, and Code for Professional Conduct is being revised and reprinted to include recent regulation changes (see next page for details). Look for a copy in your mailbox in October.

Residents of Alabama's North Central and Central districts should expect a notice concerning district nomination meetings in mid-October.

DEPARTMENT OF PUBLIC HEALTH NEW RULE FOR DESIGN OF HEALTH CARE FACILITIES

The Alabama Department of Public Health's new rule 420-5-22, "Submission of Plans and Specifications for Health Care Facilities," became effective July 15, 2002. This new rule consolidates into one document the requirements for plan submission that were previously contained in each of ten sets of rules pertaining to the various types of licensed facilities. See the link at www.adph.org/facmgmt or call Technical Services at (334) 206-5177 for more information.



CHANGES TO BOARD REGULATIONS

Board members adopted two regulation changes at their July 25, 2002 meeting. Rule 100-X-2-.04 (Renewal of Registration) was modified to discontinue issuance of wallet cards after registration renewal. Proof of registration can be obtained by accessing the Board's web site and following these instructions:

- (1) Click on ROSTER inside the menu box on the left side of the home page
- (2) Enter your last name OR registration number in the appropriate box
- (3) Click on SEARCH
- (4) Click on your name
- (5) Scroll down; click on GET CERTIFICATE HERE when asked "Need verification of registration?"
- (6) Print

Rule 100-X-2-.17 (Continuing Education) was modified as follows:

- (1) **Effective 10/1/02 (reportable for renewals due 9/30/03), ALL 12 hours of continuing education for renewal of registration shall include the study of relevant subjects related to safeguarding life, health, property, and promoting the public welfare (HSW). Elective study will no longer be acceptable.**
- (2) **The Board may require a detailed synopsis or report of CEHs claimed.** This will not be a routine request but may become necessary as a result of a continuing education audit or application for reinstatement when the reviewer cannot determine if the course content falls within the Board's guidelines.
- (3) **Hours claimed for continuing education credit must be in addition to or outside of the registrant's normal day-to-day business activities.** This means that an instructor or college professor (or the like) cannot claim credit for hours preparing or teaching if teaching is his or her normal profession. This also means that duties that are part of the architect's normal duties, such as construction administration or code research for a particular project, cannot be used as continuing education credit.
- (4) **Should a registrant's continuing education credits be disallowed for any reason during the audit process, the architect will have 60 days** (rather than 180 as previously allowed) **to substantiate or substitute CEHs.** With the increased availability of continuing education courses on-line, NCARB monographs, and other seminar offerings, the Board believes this is a reasonable time period for re-submittals.

CONGRATULATIONS!

The following individuals recently passed the Architects Registration Exam:

Fred Cain – Tuscaloosa, Alabama
Roman B. Gary – Birmingham, Alabama
Jeffrey A. Jordan – Daphne, Alabama
William G. Newton, Jr. – Birmingham, Alabama
William D. Price – Birmingham, Alabama
Scott F. Stafford – Huntsville, Alabama
Ruard A. Veltman – Montgomery, Alabama

“THE DOG ATE MY RENEWAL” AND OTHER TALES OF WOE

Architects are required to renew their registration annually. Renewal notices are sent approximately 45 days before the expiration date as a reminder to renew the registration. While many renewal notices are returned to the Board office in good order and with the appropriate fee, other renewal notices suffer a much more mysterious fate. Here are a few examples of phone calls received by the Board office regarding renegade renewal notices:

“I got the renewal notice but I didn’t read it.” You are responsible for maintaining your registration. Your registration is good for one year and expires on September 30 of each year. If your renewal is not postmarked on or before September 30, a \$75 late fee will be assessed. If the renewal is not postmarked before December 31, reinstatement is required.

“My ex didn’t forward my mail when I moved out.” OR “I moved and forgot to give you my new address.” The renewal notice is mailed to your address of record on file at the Board office. If you move, it is your responsibility to notify the Board office of your new address promptly so that we can update your record. A change of address form is on our web site, which can be e-mailed to our offices, or call or write us with the new address.

“I received my renewal notice but misplaced it.” OR “I never received a notice.” Contact the Board office as soon as possible for a new one. Failure to receive a notice does not release you from the responsibility to renew on time. If you hold a valid registration in this state and your file is current (your responsibility), there is a 99% likelihood you will receive your renewal notice.

“I thought I mailed my check on the deadline and it would be postmarked correctly.” This is between you and the U.S. Postal Service. There are options available at the post office for proof of mailing (besides postmarking) should you desire to wait until the last day for mailing. Your best option is to mail the notice before the September 30 deadline. Without a September 30 postmark or proof of mailing, a \$75 late penalty will be required.

“My accountant/spouse/secretary/clerk/partner forgot to pay the bill.” Renewing your registration is YOUR responsibility. If you fail to renew by December 31, the registration lapses (expires). You may **not** practice after your registration is lapsed.

Special thanks to Betty Rose and the Kansas Board of Technical Professions for allowing us to use this article.

**STATE OF ALABAMA
BOARD FOR REGISTRATION OF ARCHITECTS
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MONTGOMERY, AL 36130-4450
<http://www.boa.state.al.us>**



QUOTABLE QUOTE:

The learning and knowledge that we have is, at the most, but little compared with that of which we are ignorant.

-Plato

DISCIPLINARY ACTIONS:

CATHY SHELL (non-registrant), Vincent, Alabama, signed a consent agreement and order on 3/28/02, in which she agreed not to practice architecture and paid an administrative assessment of \$500.

GERALD MILLER (non-registrant), Huntsville, Alabama, signed a consent agreement and order on 4/23/02, in which he agreed not to practice architecture and paid an administrative assessment of \$500.

BARBARA MITCHEM (non-registrant), Wedowee, Alabama, was issued a cease and desist letter on 3/12/02.